

Town of Norfolk Planning Board Meeting Minutes August 22, 2024

The Town of Norfolk Planning Board held a meeting Thursday, August 22, 2024 at 5:15 pm, Norfolk Town Hall.

Call Meeting to Order

Kate Chepeleff (chair) called the meeting to order.

Pledge of Allegiance

The Pledge of Allegiance was said by all present.

Rollcall

Kate Chepeleff (chair) called roll, Richard Planty, Tom Emburey, Gary Bandy, Andrew Solley, Vernon Wolfe (alt) – Present. Members in attendance constituted a quorum.

Tim Wunder, Code Enforcement Officer and Jill Molnar, Town Clerk were also present.

Adoption of Agenda

The agenda for the meeting was reviewed by the Board. A motion to accept the agenda as presented was made by Kate Chepeleff and seconded by Tom Emburey. All In Favor – Carried.

Adoption of Minutes

Minutes from the July 25, 2024 Planning Board Meeting were reviewed. Motion by Kate Chepeleff to adopt the Minutes as presented and seconded by Gary Bandy. All In Favor - Carried.

Zoning Update

Of the 6 parcels presented by the Planning Board, the County recommended that the Town should rezone only the following parcels to C-H: 16.003-4-21.11 (Seaway Timber Harvesting, Inc.) and 16.003-4-22 (Daniel Agen) 500' from the road and 16.003-4-24.122 (Mark Simonds) in full. This item is scheduled to go before the Town Board on Sept. 12th. Tim Wunder has already discussed this with Mark Simonds. Kate Chepeleff will get in touch with Daniel Agen and Seaway Timber to inform them of the upcoming Town Board meeting.

Chapter 112, Energy Systems and Battery Energy Storage Systems

Gary Bandy presented an update from the State regarding this. In effect, no more detailed information was contained in the State release, and local fire departments remain unable to address or contain fires located within B.E.S.S. sites.

After reviewing the draft proposal for the Code, questions were raised regarding who would be qualified to conduct an electrical inspection, since the technology is beyond the scope of standard knowledge. Andrew Solley raised the question of the Town's liability in the case of a fire that could not be contained. It was suggested by several members that NYSERDA guidelines would need to be incorporated or referenced by the Code. It was decided that the members need to conduct a closer review of the language in the draft. Theresa Planty will email a copy of the draft to the membership for review at the next codification meeting.

Chapter 150-53 Campers & RVs / “Tiny” Houses

Kate Chepeleff informed the members that a moratorium has been established for a period of one year in order to address this issue.

Chapter 150-58 Special Uses – Short Term Rentals

This item was tabled until the board begins its review of this section of the Code.

Chapter 200 Vehicles – ATV/UTV/Golf Carts within the Town

Kate attempted to contact the St. Lawrence County Public Trails office to obtain more information regarding the possibility of establishing designated roads within the Town for their use, however to date, no one has responded to her enquiries. Gary Bandy offered to attempt to contact them.

Chapter 150 Land Use & Development

After reviewing the initial sections of this chapter, the Board had no suggested changes. Kate Chepeleff will check with the County to see if any of the regulations contained in Subsections 1-28 require updating. To be consistent with previous Chapters, the specific penalties should be removed from 150-25 and placed in the Penalties table.

The following changes were also recommended:

Addition to **150-38 Commercial-High District** –

- B. (4) One-, two-family dwelling.
- (5) Three-, four-family dwelling.

Remove 150-38 C. (1). And renumber as follows:

- (1) Auto wash
- (2) Commercial recreation
- (3) Day-care center.
- (4) Drive-in/drive-through restaurant
- (5) Gasoline station, public garage.
- (6) Public utility structure, use.

Remove 150-38 D.

Change to **150-39 Commercial-Industrial District** – Remove B. (1) and renumber as follows:

- B. (1) Fabrication, assembly plant.
- (2) Highway garage, equipment storage.
- (3) Sale of building supplies, materials.
- (4) Sale of feed, farm supplies.
- (5) One-, two-family dwelling.
- (6) Three-, four-family dwelling.

Change to **150-39 Commercial-Industrial District**. Remove C. (1) and renumber as follows:

- C. (1) Auto Wash
- (2) Commercial recreation.
- (3) Day-care center.
- (4) Drive-in/drive-through restaurant
- (5) Gasoline station, public garage
- (6) Public utility structure, use.
- (7) Commercial excavation, processing.
- (8) Junkyard.

Items for Action Summary

- 1) Kate Chepeleff will make final recommendations to the Town Board regarding the zoning changes for their upcoming meeting on September 12th. She will contact Daniel Agen and Seaway Timber to make them aware of the September 12th meeting.
- 2) All members will review Chapter 112 B.E.S.S. draft and provide recommendations for changes at the next meeting.
- 3) Kate will ask the County to review Chapter 150 (1-28) for their input.
- 4) Board members are asked to research the topic of solar battery fires that have taken place (frequency and response).
- 5) Gary Bandy will attempt to contact the St. Lawrence County Public Trails office.
- 6) The next codification meeting, we will resume code review starting with 150-40.

Next Meeting

The next Codification meeting of the Planning Board is scheduled for September 26, 2024 at 5:15 pm.

Meeting Adjourned

A motion to adjourn the meeting was made by Kate Chepeleff and seconded by Tom Emburey. All In Favor – Carried. Meeting adjourned.

Dated: August 24, 2024

Theresa Planty, Planning Board Secretary

cc: Planning Board Chair, Town Supervisor, Code Enforcement Officer, Town Clerk